MC0261

HOSPITAL EQUIPMENT NOTE

CHILDREN'S WARD

23

MINISTRY OF HEALTH : SCOTTISH HOME AND HEALTH DEPARTMENT
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Children's Ward

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I. Scope

This Equipment Note gives guidance on the equipment required for a Children's Ward. It is intended to be read in conjunction with Hospital Building Note No. 23 on the design of a children's ward unit for a district general hospital.

II. General Considerations on the Use of Equipment Notes

Equipment Note No. 1 (Equipping a hospital building) provides an introduction to the series of departmental Equipment Notes, advice on their application and guidance on the task of preparing equipment schedules for individual building projects. This departmental Equipment Note is intended to be used within the general planning framework set out in Equipment Note No. 1 and in the manner described therein.

The following method of classifying equipment, which is explained in more detail in Hospital Equipment Note No. 1, is used throughout the Equipment Notes:

The term "equipment" covers all items necessary for the functioning of the hospital and includes both non-technical (e.g. furniture) and technical equipment. Short-term consumable supplies such as fuel, stationery, food, drugs and dressings are not included.

Equipment is classified into three groups:

Group I: items usually supplied and fixed by the contractor for the works.

Group II: items having a permanent or semi-permanent location and having a significant effect on space and/or structural requirements:

(*a*) those supplied by the hospital authority and fixed by the contractor for the works;

(*b*) those supplied by the hospital authority and put in position by them or on their instructions outside the general construction contract.

Group III: smaller items, usually storage items, supplied and put in position by the hospital authority.

III. Special Considerations in Respect of this Note

The equipment detailed in this Note is regarded as suitable for the Children's Ward described in Building Note No. 23 and has been listed in room (or space) sequence conforming to that Building Note. The lists are drawn up in such a way that they can be applied to units of varying sizes and of varying designs within the context of the Building Note. To achieve this flexibility, the method of applying the lists will vary, thus:

(*a*) in multi-bedrooms or bays, since the combination will vary at local choice, the equipment has been shown on a unit basis, i.e. per bed space or per bay or ward as appropriate, so enabling any arrangement to be catered for;

(*b*) for recurring rooms such as single bed wards, toilets and the like, the list shows the equipment for one room and this will require to be multiplied by the number of such rooms included in the schedule of accommodation;

(*c*) in the case of the list of departmental items, equipment is related to the requirements of a 20-bed ward and suitable adjustments will need to be made for ward units of other sizes.

Precautions are necessary for the protection of children and the need for the correct design and positioning of door handles, fire appliances, bedhead lights, power points, etc., and for the thermostatic control of hot water, is mentioned in Hospital Building Note No. 23. Similar precautions should also be observed, where applicable, in relation to the equipment listed under Groups II and III in this Equipment Note.

It is for individual hospital authorities to make rules about smoking in the hospitals under their control and management (see Ministry Memorandum H.M. (63) 43) and accordingly no reference is made to ashtrays or to smoking throughout this Note.

Some fixed items of equipment (Group I) have already been mentioned (and costed) in the Building Note, but it has been thought useful to include them again in the Equipment Note which represents the results of a comprehensive review of the requirements. Reference should, however, be made to the Building Note—Part V, Engineering Services—for further information on the mechanical services and electrical installation, and in particular to the safety aspect in the selection and positioning of electrical fittings, accessories, equipment and apparatus. Structural elements, floor coverings, non-specialised heating and lighting fittings and similar items which are basic to any building are not included in the Equipment Note; neither are window blinds and window curtain tracks since the requirements may vary with local circumstances.

Throughout the schedule, for the sake of uniformity, references to towel dispensers are associated with disposal bins for paper towels. Suitable adjustments will need to be made where other towels are to be used.

IV. Cost

Guidance on the cost of equipping ward units to the standard shown in this schedule is given against the list of equipment for each room. A departmental cost summary is shown in the Appendix to the Note. In using these cost figures, the considerations referred to in Section IV of Equipment Note No. 1 should be borne in mind.

The cost figures in this schedule and in the Appendix are related only to Group II and Group III equipment. As a matter of convenience, Group I items of a specialised nature are listed in the room schedules, but these have been taken into account in the cost allowance for construction (including engineering) in the appropriate Cost Note in Appendix E to Hospital Building Note No. 2.

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VI. Schedule of Equipment

A. Basic Accommodation

(*a*) WARDS

(i) *Single-bed rooms*

The room should be equipped as shown below when used for a child alone. It is recommended in the Building Note that at least half of the single rooms should be larger and capable of being used for a mother and child, two infants in incubators, or as a two-bedded unit for adolescent boys or girls if necessary. The equipment requirements to meet these varying uses of single rooms are shown on the following pages.

		Quantity	*Notes*
Basic List			
Group I:	Bath, baby's, with elbow action taps, swivel spout and adjacent shelf at working level	1	Should be of a suitable height for both bathing babies and use by staff for hand-washing.
	Dispenser, soap	1	
	Rail, towel	1	For patient's towel.
	Wardrobe	1	For patient's clothing, incorporating coat-hangers.
	Storage, cupboard, small	1	For patient's toilet articles, bowl, etc. (This can be movable or incorporated in another fitment if necessary.)
	Spotlight, adjustable	Where reqd.	Ceiling or wall mounted. In one or two of the single rooms only.
	Curtain fitting for door panel and glass partition	1	For patient's privacy. See Departmental Items, p. 18, for curtains.
	Bedhead light	1	
	Night lighting	As reqd.	
	Piped oxygen and suction connectors	As reqd.	Where piped system is available.
	Socket outlet, single	2	
	Socket outlet (X-ray apparatus)	1	
	Nurse call system	1	
	Shelving	As reqd.	At table height. (Or, as mentioned in Building Note No. 23, wide window sills may be used to house children's personal toys.)
Group IIa:	Dispenser, towel	1	B.S. 1439. For staff use.
	Wall fitting for thermometer	1	
Group IIb:	Bedstead, hospital type,	1	
	or		
	Cot	1	
	Chair, nursing	1	
	Chair, upright, small	1	This is intended mainly for use of visitors and will probably be uniform throughout the unit, in which case a stacking type may be preferable.
	Locker, bedside	1	B.S. 1765.
	Mattress, bed or cot	1	B.S. 1818, 1819 or 3093.
	Table, overbed	1	B.S. 2483. Fixed, adjustable or cantilever type.
	or		
	Tray, cot	1	
	Bin, disposal, for paper towels	1	
Group III:	Bowl, plastic, washing	1	This may be kept in the bathroom or patients' washing facilities.
	Bin, waste paper	1	
	Pillow	3	B.S. 1899. Additional provision in Departmental Items, p. 19.
	Thermometer, clinical, and holder	1	B.S. 691.
	Thermometer, room	1	If required.
	Hygrometer	1	B.S. 3292. Required where room is mechanically ventilated.
			NOTE: Linen, etc., is included in the Departmental Items, p. 18.
	Cost Guide (excluding Group I)	£58	With cot and cot tray, plus £24 where a bedstead and overbed table are provided instead.
Additional List			
Group III:	Holder, chart	1	
	Cost Guide (additional list)	£1	

(*a*) WARDS (continued)

(i) *Single-bed rooms* (continued)

		Quantity	*Notes*
W.C. planned with one single-bed room (see Building Note No. 23.)			
Basic List			
Group I:	W.C. suite with bedpan flush attachment	1	
	Fitting, toilet paper	1	
	Basin, lavatory	1	
	Rail, towel	1	
	Grab rail	2	
	Dispenser, soap	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group III:	Bin, disposal, for paper towels	1	
	Cost Guide (excluding Group I)	£1	

(ii) *Mother-and-child rooms*

		Quantity	*Notes*
Basic List			
Group I:	Bath, baby's, with elbow action taps, swivel spout and adjacent shelf at working level	1	Should be of suitable height for both bathing babies and use by staff for hand-washing.
	Dispenser, soap	1	
	Rail, towel	1	For patient's towel.
	Mirror	1	
	Wardrobe	1	Incorporating coat-hangers. Sufficient for mother and child or two patients.
	Storage, cupboard, small	1	For patient's toilet articles, bowl, etc. (This can be movable or incorporated in another fitment if necessary.)
	Shelving	As reqd.	At table height. (Or, as mentioned in Building Note No. 23, wide window sills may be used to house children's personal toys.)
	G.P.O. telephone socket outlet, for use with portable call-box unit	1	To serve four mother-and-child rooms.
	Curtain fitting for door panel or glass partitions	1	For patient's privacy. See Departmental Items, p. 18, for curtains.
	Bedhead light	1	
	Night lighting	As reqd.	
	Nurse call system	1	
	Piped oxygen and suction connectors	As reqd.	Where piped system is available.
	Socket outlet, twin	2	
	Socket outlet (X-ray apparatus)	1	
Group IIa:	Dispenser, towel	1	B.S. 1439. For staff use.
	Wall fitting for thermometer	1	
Group IIb:	Bedstead, hospital type	1	
	or		
	Cot	1	
	Chair, nursing		
	or	2	Type according to requirements.
	Chair, upright, small		
	Divan	1	Adaptable for use as a seat during daytime.
	Locker, bedside	2	B.S. 1765.
	Mattress, bed or cot	1	B.S. 1818, 1819 or 3093.
	Mattress, divan	1	
	Table, overbed	1	B.S. 2483. Fixed, adjustable or cantilever type.
	or		
	Tray, cot	1	
	Table, occasional	1	
	Bin, disposal, for paper towels	1	
Group III:	Bowl, plastic, washing	1	This may be kept in the bathroom or patients' washing facilities.
	Bin, waste paper	1	
	Thermometer, clinical, and holder	1	B.S. 691.
	Hygrometer	1	B.S. 3292. Required where room is mechanically ventilated.
	Pillow	3	B.S. 1899. Additional provision in Departmental Items, p. 19.
	Cost Guide (excluding Group I)	£93	With cot and cot tray, plus £24 where a bedstead and overbed table are provided instead.

(*a*) WARDS (continued)
(ii) *Mother-and-child rooms* (continued)

		Quantity	*Notes*
Additional List			
Group III:	Holder, chart	1	
	Cost Guide (additional list)	£1	
W.C's planned with one mother-and-child room (see Building Note No. 23).			
Basic List			
Group I:	W.C. suite with bedpan flush attachment ..	1	
	Fitting, toilet paper	1	
	Basin, lavatory	1	
	Rail, towel	1	
	Grab rail	2	
	Dispenser, soap	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group III:	Bin, disposal, for paper towels	1	
	Cost Guide (excluding Group I)	£1	

NOTE: (i) For cases where, as mentioned in Building Note No. 23, this room is used for two infants in incubators, the incubators are shown in the list of Departmental Items, p. 19.

(ii) Where, as also mentioned in Building Note No. 23, the larger mother-and-child room is used as a two-bedded unit for adolescent boys or girls, the necessary beds, etc., will be drawn from the reserves shown in the list of Departmental Items, p. 19.

If permanent provision is to be made for this type of use, additional provision will need to be made in the Group I items as follows:

		Quantity	*Notes*
Basic List			
Group I:	Bedhead light	1	
	Patient call/radio bedhead unit with re-set switch	1	See Building Note No. 23 for details.
	Curtain rails for cubicles	As reqd.	
	Cost Guide (excluding Group I)	£—	

(*a*) WARDS (continued)

(ii) *Multiple-bed rooms or bays*

The first column indicates the basic requirements for the ward or bay; the second column shows the requirements for each bed-space, which should be multiplied by the number of beds in the ward or bay.

		Quantity		*Notes*
		Per bay	Per bed	
Basic List				
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	—	
	Dispenser, soap	1	—	
	Mirror	1	—	
	Curtain rails for cubicles	—	As reqd.	
	Wardrobe	As reqd.	—	For patients' clothing, incorporating coat hangers. Sited in blocks depending on planning.
	Clock, electric	As reqd.	—	
	Bedhead light	—	1	
	Night lighting	As reqd.	—	
	Radio loudspeaker	1	—	
	Nurse call system	1	—	
	Piped oxygen and suction connectors	As reqd.	—	Where piped system is available.
	Socket outlet, twin	—	1	Twin outlet to be shared between two beds.
	Socket outlet (X-ray apparatus)	As reqd.	—	
	Shelving	As reqd.	—	At table height, or, as mentioned in Building Note No. 23, wide window sills may be used to house children's personal toys.
Group IIa:	Dispenser, towel	1	—	B.S. 1439. For staff use.
	Wall fitting for thermometer	—	1	
Group IIb:	Bedstead, hospital type	—	1	
	or			
	Cot	—	1	
	Chair, upright, small	—	1 or 2	These are intended mainly for the use of visitors and will probably be uniform throughout the unit, in which case a stacking type may be preferable. Requirements may depend on accessibility of spares from the Day Space, etc.
	Locker, bedside	—	1	B.S. 1765.
	Mattress, bed or cot	—	1	B.S. 1818, 1819 or 3093.
	Table, overbed	—	1	Fixed, adjustable or cantilever type.
	or			
	Tray, cot	—	1	
	Bin, disposal, for paper towels	1	—	
Group III:	Bowl, plastic, washing	—	1	This may be kept in the bathroom or patients' washing facilities.
	Bin, waste paper	1	—	
	Curtaining for bed cubicles	—	As reqd.	
	Thermometer, clinical, and holder	—	1	B.S. 691.
	Pillow	—	3	B.S. 1899. Additional provision in Departmental Items, p. 19. NOTE: Linen, etc., is included in the Departmental Items, p. 18.
	Cost Guide (excluding Group I)	£1 10s.	£55	With cot and cot tray, plus £24 where a bedstead and overbed table are provided instead.
Additional List				
Group IIb:	Table, small	1	—	
Group III:	Holder, chart	—	1	
	Cost Guide (additional list)	£5	£1	

(*b*) DAY SPACE

(i) *Play and dining area*

The equipment listed below is intended to meet the requirements generally, whether the Day Space is separated from, or partly within, the ward bays, and is related to the requirements for up to 20 children.

		Quantity	*Notes*
Basic List			
Group I:	Clock, electric	1	
	Storage	As reqd.	Opening directly off the day space, cupboards for toys and bulky items, shelves and/or a bookcase. Alternatively a bookcase should be included under Group IIb.
	Socket outlet, twin	1	
	Aerial connections, TV and radio loud-speaker	As reqd.	
	Blackboard	As reqd.	
	Board, pin up	As reqd.	
	Nurse call system	1	
Group IIb:	Chair, upright	12	Some specially designed for children and may incorporate tray. They may be used in the ward area.
	Chair, semi-easy	6	A proportion for use in ward bays if necessary. Some specially designed for toddlers.
	Table, dining	Seating 12	One specially designed for toddlers.
	Table	3	One specially designed for toddlers.
	Cushion	4	
	Playpen	2	Preferably anchored.
	Toys, miscellaneous	As reqd.	
Group III:	Bin, waste paper	2	
	Cost Guide (excluding Group I)	£155	
Additional List			
Group I:	Mirror	1	
Group IIb:	Bookcase	1	If fixed bookcase is not provided.
	Cost Guide (additional list, excluding Group I)	£15	

(ii) *Schoolroom*

		Quantity	*Notes*
Basic List			
Group I:	Chalkboard lighting	As reqd.	
	Chalkboard, wall mounted	1	
	Storage	As reqd.	May take form of cupboards, shelves or bookcase for school equipment.
	Socket outlet, twin	1	
Group IIb:	Chair, upright	2	Suitable for use at desk.
	Desk, school or table	2	For patients.
	Chair, upright	1	For teacher.
	Desk	1	For teacher.
Group III:	Bin, waste paper	2	
	Cleaner, chalkboard	1	
	Cost Guide (excluding Group I)	£30	
Additional List			
Group IIb:	Bookcase	1	If fixed bookcase is not provided.
	Cost Guide (additional list)	£15	

(*c*) TREATMENT ROOM

		Quantity	*Notes*
Basic List			
Group I:	Spotlight, adjustable	1	Ceiling or wall mounted.
	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Hook, clothes	2	
	Clock, electric	1	Synchronous, with a sweep second hand.
	Socket outlet, twin	2	
	Piped oxygen and suction connectors	As reqd.	Where piped system is available.
	Storage, cupboards or lobbies	As reqd.	To take trolleys and bins. Required only where utility rooms are not planned adjacent to Treatment room.
	Nurse call system	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper couch cover	1	
	Dispenser, nailbrush	1	
Group IIb:	Bin, disposal, for paper towels	1	
	Couch, examination	1	B.S. 2838.
	Trolley, dressing	2	B.S. 3236. One 24 in. × 18 in., one 18 in. × 18 in.
	Stool, adjustable, surgeon's	1	
	Stool, stepping	1	For patients using examination couch.
	Chair, upright, small	1	
	Bin, pedal operated	1	Or paper sack holder.
Group III:	Thermometer, room	1	
	Hygrometer	1	B.S. 3292.
	Cost Guide (excluding Group I)	£85	

(*d*) UTILITY ROOMS

(i) *Clean utility room*

The following are the requirements for a clean utility room planned en suite with the treatment room. If the utility rooms are planned centrally (and not adjacent to the Nurses' station) the cupboard for drugs and for the medicine trolley, the drinking water tap and the refrigerator should be situated at the Nurses' station.

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory, with elbow action taps	1	
	Worktops	As reqd.	With space below for trolley storage. One worktop to be sited under hatch to treatment room where appropriate.
	Storage, cupboard, lockable, with drawers and shelves	20 cu. ft.	For lotions, etc.
	Cupboard, medicines, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Cupboard, D.D.A., with internal lighting	1	B.S. 2881.
	Storage for C.S.S.D. packs	As reqd.	I.e. shelves, hooks, or parking space for trolleys.
	Dispenser, soap	1	
	Socket outlet, twin	1	
	Heated cupboard	1	For warming solutions and dressings.
	Boiling ring	1	
	Tap, drinking water	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Trolley, medicine	1	
	Trolley, dressing	2	B.S. 3236. 18 in. × 18 in.
	Refrigerator, small	1	For storage of drugs.
	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Cost Guide (excluding Group I)	£85	
Additional List			
Group IIa:	Dispenser, syringe	1	
	Cost Guide (additional list)	£10	

(*d*) UTILITY ROOMS

(ii) *Dirty utility room*

		Quantity	*Notes*
Basic List			
Group I:	Worktop	1	
	Shelving	As reqd.	The sizes will depend on whether C.S.S.D. trolleys are parked here to collect soiled articles. The worktop should be sited under the hatch (where hatch is provided to Treatment Room).
	Sink, with elbow action taps	1	If the Dirty Utility Room is distant from the Sluice Room, this sink may need to be combined with slop-hopper.
	Draining board	1	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	2	Or paper sack holder.
	Stand, soiled linen collection	3	One for foul linen.
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£25	

(*e*) BATHROOM

The equipment listed below is intended to meet the requirements of 12 patients in multi-bed areas and 8 patients in single rooms with baby's bath included. Alternative provision may be preferred according to planning, see Building Note No. 23.

		Quantity	*Notes*
Basic List			
Group I:	Nurse call system	1	
	Hook, clothes	2	
	Bath	1	Free standing.
	Bath, child's	1	Free standing. Raised from ground.
	Mirror	1	
	Shelf	1	
	Rail, towel, heated	1	
	Grab rail	2	For free standing baths.
	Basin, lavatory	1	Thermostatic control of hot water, fitted with ordinary taps and a shower-spray attachment.
	Cubicle curtain rails	As reqd.	
Group IIb:	Height measure	1	
	Chair, upright, small	1	
	Stool	1	
Group III:	Bathrack	2	
	Thermometer, bath	1	
	Brush, bath, and holder	1	
	Curtaining for cubicles	As reqd.	To separate the baths and lavatory basin.
Shower area			
Group I:	Shower fitment	1	Shoulder height, thermostatically controlled.
	Hook, clothes	2	
	Fitment, curtain	As reqd.	
	Soap rack or holder	1	
	Shelf	1	
Group IIb:	Stool	1	
Group III:	Curtain, shower	As reqd.	
	Cost Guide (excluding Group I)	£22	

(*f*) PATIENTS' WASHING FACILITIES

Equipment is shown on a unit basis except where indicated otherwise. Lavatory basins should be provided in the proportion of not less than one to every six children in the multi-bed wards as indicated in Building Note No. 23. Of the total provision one should be at a height suitable for toddlers, sited near the " potting " area. Children's lavatory basins should have thermostatically controlled hot water.

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory	1	
	Shelf	1	
	Rail, towel	1	
	Mirror	1	
	Hook, clothes	2	
	Nurse call system	As reqd.	
Group III:	Bin, waste paper	1	In each compartment.
	Spray attachment, portable	1	One may serve the whole ward for washing hair.
	Cost Guide (excluding Group I)	£1	
Additional List			
Group I:	Storage for patients' bowls	As reqd.	Required where washing compartment is attached to bay.
Group IIb:	Chair, upright, small (or stool)	1	
	Cost Guide (additional list, excluding Group I)	£3	

(*g*) W.Cs

As recommended in Building Note No. 23, W.Cs should be provided in the proportion of one W.C. to every six patients. The equipment is shown on a unit basis.

		Quantity	*Notes*
Basic List			
Group I:	Nurse call system	1	
	W.C. suite	1	
	Shelf, small	1	
	Hook, clothes	1	
	Fitting, toilet paper	1	
	Basin, lavatory	1	For toddlers' use as recommended in Building Note No. 23.
	Platform, foot, small	1	Alternatively may be provided under Group IIb.
Group IIb:	Bin, sanitary	1	If required.
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(*h*) SLUICE AND TEST ROOM

		Quantity	*Notes*
Basic List			
Group I:	Bedpan and pot washer and disinfector with automatic control	1	
	Flushing sink, with slab	1	
	Dispenser, soap	1	
	Storage, cupboard	1	For sputum and vomit containers.
	Storage, cupboard, ventilated	1	For urine and stool specimens.
	Storage	As reqd.	For pots, bedpans and napkin buckets.
	Sink unit, small, with elbow action taps	1	
	Racks, drainage	As reqd.	I.e. for test tubes.
	Worktop	1	Acid-resistant surface.
	Shelving	As reqd.	
	Cabinet, bedpan and pot, heated	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	3	
	Bin, disposal, for paper towels	1	
	Bin, napkin	1	
	Cabinet, urine test, complete	1	Lockable.
Group III:	Bedpan	8	B.S. 2588.
	Bottle, urine	10	B.S. 3215.
	Pot, chamber	10	
	Cost Guide (excluding Group I)	£40	

(*i*) SISTER'S ROOM

		Quantity	*Notes*
Basic List			
Group I:	Mirror	1	
	Clock, electric	1	
	Telephone	1	With suitable bell and light for day and night use.
	Hook, clothes	2	
	Socket outlet, twin	1	
	Nurse call system	1	
Group IIb:	Bookcase	1	
	Desk	1	
	Chair, desk	1	
	Chair, arm	1	
	Chair, upright, small	2	
	Table, side, small	1	
	Cupboard, storage, lockable	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	
Additional List			
Group I:	Board, notice	1	
Group IIb:	Cabinet, filing, two-drawer	1	
	Cost Guide (additional list, excluding Group I)	£7 10s.	

(*j*) NURSES' STATION(S)

If the utility rooms are planned centrally, the cupboard for drugs and for the medicine trolley, and the drinking water tap, will be situated here and not in the clean utility room.

		Quantity	*Notes*
Basic List			
Group I:	*Sink, medicine, with elbow action taps	1	Laboratory type, with gooseneck taps, sink fitted into worktop.
	Storage	As reqd.	For charts, etc.
	*Dispenser, soap	1	
	Nurse call system	1	
	Telephone	1	With suitable bell and light for day and night use.
	Clock, electric	1	
	Board, notice	1	
	Socket outlet, twin	1	
	Heater, electric	1	B.S. 3456.
Group IIa:	*Dispenser, towel	1	B.S. 1439.
Group IIb:	Desk	2	Alternative provision would be a built-in counter under Group I.
	Trolley, patients' records, plus diagnostic set	1	
	Chair, upright, small	2	
	Lamp, desk	1 or 2	Depending on planning.
	*Bin, disposal, for paper towels	1	
	Illuminator, X-ray film, portable	1	
Group III:	Bin, waste paper	1	
	Torch, hand, electric	2	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Rack, stationery	2	Unless incorporated into desk or counter fitting.
	Cost Guide (excluding Group I)	£105	

* Not required where medicine unit is situated in Clean Utility Room.

(*k*) WARD PANTRY

The following are the main requirements for a pantry serving two ward units totalling 40–50 children, and for a pantry serving a 20-bed ward. A dish-washing machine or sterilising sink will be required only where centralised washing-up is not available. The Group III items in the Kitchenette for use by mothers (Additional Accommodation, p. 23) may be added to the Ward Pantry basic list if a separate kitchenette is not provided. The items marked * will not be required where there is a full centralised tray service.

Basic List		*Two ward units* 40–50 *beds*	*One ward unit* 20 *beds*	
Group I:	Dish washing machine with baskets to fit	1	1	
	or			
	Sterilising sink with baskets to fit	1	1	
	Worktop	As reqd.	As reqd.	Additional requirements for stacking and air drying crockery.
	Nurse call system	1	1	
	Instantaneous water boiler, with drip tray	1	1	
	Boiling ring, double, or hotplate, double	1	1	
	Grill or toaster	1	1	
	*Hot closet	1	1	
	Sink unit, one sink with two drainers	1	1	Stainless steel.
	Dispenser, soap	1	1	
	Clock, electric	1	1	
	Cupboard units, with tray type shelves	2 or 3	1	For crockery, cutlery and for dry goods, lockable.
	Cupboard, ventilated	As reqd.	As reqd.	
	Basin, lavatory	1	1	Unless available nearby. (Food Hygiene (General) Regulations, 1960, refer.)
	Worktop, or table, minimum 6 ft. length	1	1	With impervious surface.
	Board, notice	1	1	
	Socket outlet	As reqd.	As reqd.	With indicating lights.
	Tap, drinking water	1	1	
Group IIa:	Dispenser, towel	1	1	B.S. 1439.
	Dispenser, paper tea towel	1	1	
Group IIb:	Trolley, general purpose, service	2	1	
	Bin, pedal operated	1	1	For scrap food.
	Bin, rubbish	1	1	With rubber lid and base if appropriate; alternatively, paper sack holder.
	Bin, bread	1	1	
	Bin, disposal, for paper towels	1	1	
	Refrigerator, 5 to 8 cu. ft.	1	1	To take day's supply of milk bottles.
	*Rack, tray, mobile	2	1	Size 36 in. × 20 in. overall.
	Stool	2	1	
Group III:	Basin, 1 pint	1	1	
	Basin, 2 pint	1	1	
	Basin, sugar	6	3	
	Beaker, child's	30	12	
	Beaker, baby's	20	8	
	Beater, egg	1	1	
	Board, bread, rectangular	2	1	
	Bottle, vinegar	1	1	Sprinkler or stopper type.
	Bowl, plastic	1	1	
	Brush, nail	1	1	
	Brush, bottle, and spout	1	1	
	Brush, hand	1	1	
	Condiment set (salt and pepper)	10	6	
	Container, sugar	1	1	
	Container, tea	1	1	
	Container, cocoa	1	1	
	Corkscrew	1	1	
	Cover, plate, aluminium	6	3	
	Cup, egg	30	15	
	Cup, feeding	8	4	
	Cup, tea	24	12	
	Dish, butter	2	2	
	Dish, jam, 4 in. diameter	6	3	
	Dustpan	1	1	
	Fork, dessert	30	12	
	Fork, child's	15	6	
	Glass, fruit juice, 3 oz.	30	12	
	Grater	1	1	
	Jug, milk, 1 pint	1	1	
	Jug, graduated, 4 pint	1	1	
	Jug, graduated, ½ pint	1	1	
	Jug, 4 pint	2	1	
	Jug, 2 pint	4	2	
	Kettle, 6 pint	1	1	

(*k*) WARD PANTRY (continued)

	Two ward unit 40–50 beds	*One ward unit 20 beds*	*Notes*
Basic List (continued)			
Group III: Knife, bread	2	2	
(*continued*) Knife, child's	15	6	
Knife, dessert	15	6	
Knife, vegetable	1	1	
Ladle, 2 oz.	1	1	
Ladle, $\frac{1}{3}$ pint	2	2	
Ladle, $\frac{1}{4}$ pint	2	2	
Mixer, hand plunger type	1	1	
Opener, bottle	1	1	
Opener, tin	1	1	
Pan, frying	1	1	
Plate, cereal, soup and sweet	60	30	
Plate, dessert and breakfast	30	15	
Plate, dinner	18	9	
Plate, tea	48	24	
Poacher, egg, 6 egg size	1	1	
Pot, mustard, 4 oz.	1	1	
Pot, tea, 6 pint	1	—	
Pot, tea, 4 pint	—	1	
Pot, tea, small	1	1	
Saucer	24	12	
Saucepan, aluminium, 3 pint	1	1	
Saucepan, aluminium, 2 pint	1	1	
Saucepan, aluminium, 1 pint	1	1	
Saucepan, double, aluminium, 8–10 pint	1	—	
Saucepan, double, aluminium, 4–6 pint	—	1	
Saucepan with wire basket (eggs)	1	1	
Scoop, ice cream service, size 20–24	1	1	
Slice, fish, 11–12 in. overall	2	2	
Spoon, dessert and soup	42	24	
Spoon, egg	30	15	
Spoon, serving, 8–10 in. handle	4	4	
Spoon, serving, perforated	1	1	
Spoon, tea	54	24	
Squeezer, lemon	1	1	
Strainer, sink	1	1	
Strainer, tea	1	1	
Timer, egg	1	1	
Tin, biscuit	2	2	
Tin, cake	1	1	
Tongs, food service	2	2	
Tray (to fit tray rack)	40	20	For patients' meals and service.
Tray, serving, 9 in. circular	3	3	
Tumbler, glass	15	9	
Cost Guide (excluding Group I)	£245	£165	
Additional List			
Group IIb: Scales, diabetic	1	1	
Group III: Box, cutlery	1	1	If not included in cupboard unit.
Fork, fish	15	6	Required if cutlery not stainless steel.
Knife, fish	15	6	Required if cutlery not stainless steel.
Liquidiser	1	1	
Cost Guide (additional list)	£20	£20	

(*k*) WARD PANTRY (continued)

(ii) *Sub-unit*

The following are the main requirements for a small sub-unit (where required in conjunction with a central ward pantry) for preparation of beverages.

		Quantity	*Notes*
Basic List			
Group I:	Nurse call system	1	
	Boiling ring, double or hotplate, double	1	
	Sink, small, with one drainer	1	Stainless steel.
	Cupboard, storage	As reqd.	For crockery and also beverage ingredients.
	Worktop or table	As reqd.	
	Socket outlet, twin	2	With indicating lights.
Group III:	Basin, sugar	1	
	Beaker	6	
	Cup, feeding	1	
	Kettle, 2 pint	1	
	Saucepan, 1 pint	1	
	Spoon, tea	6	
	Tray	2	
	Cost Guide (excluding Group I)	£5	

(*l*) LINEN BAY

The quantities of linen, blankets, etc., required for a 20-bed ward are shown separately, in the list of Departmental Items, p. 18.

		Quantity	*Notes*
Basic List			
Group I:	Storage, cupboard(s) to accommodate trolleys	As reqd.	With suitable facilities for reaching high shelves if required.
	Shelving	As reqd.	Including provision for babies' clothes as well as other spare items.
Group IIb:	Trolley, clean linen	2	
	Cost Guide (excluding Group I)	£40	

(*m*) STORES

The equipment required may be in the form of built-in shelving or loose racking, depending on the planning. The items stored here are shown in the list of Departmental Items.

		Quantity	*Notes*
Basic List			
Group I:	Racking	As reqd.	Alternatively this may be provided under Group IIb.
	Hooks	As reqd.	
Group IIb:	Ladder, step	1	B.S. 1893.
	Cost Guide (excluding Group I)	£3	

(*n*) CLEANERS' ROOM

		Quantity	*Notes*
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As reqd.	For implements.
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
	Storage, cupboard, lockable, small	1	For handbags and personal belongings.
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456: B9.
	Cleaning utensils	As reqd.	
	Cost Guide (excluding Group I)	£150	

(*o*) TROLLEY/WHEELCHAIR BAY

The following items are for storage and use within the ward unit as distinct from any central pool.

		Quantity	*Notes*
Basic List			
Group IIb:	Wheelchair	2	Consideration to be given to special requirements of children, for example, Ministry Contract Models 8C and 8DJ.
	Sani-chair	2	These may be more appropriately stored near the Sluice Room or Patients' Lavatory.
	Cost Guide (excluding Group I)	£65	

(*p*) FLOWER ROOM OR BAY

		Quantity	*Notes*
Basic List			
Group I:	Sink and drainer	1	
	Worktop	1	
	Holder, paper sack, fixed	1	Or bins.
	Storage, cupboard or shelves	1	For vases.
Group IIb:	Trolley	2	For flower transportation and storage where required.
	Bucket, plastic	4	For immersion.
Group III:	Vase, flower	20	
	Holder, pot plant, individual	12	
	Secateurs (or scissors) (pairs)	1	
	Cost Guide (excluding Group I)	£35	

(*q*) STAFF LAVATORIES AND CLOAKROOMS

Provision should be on the basis indicated in Building Note No. 23. Equipment is shown on a unit basis.

		Quantity	*Notes*
Basic List			
Lavatory			
Group I:	W.C. suite	1	
	Fitting, toilet paper	1	
	Hook, clothes	1	
	Shelf, small	1	
	Basin, lavatory, small	1	
	Dispenser, soap	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, sanitary	1	If required.
	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£3	
Cloakroom			
Group I:	Shelf	1	
	Hook, clothes	As reqd.	For nurses' cloaks and aprons.
	Mirror, long	1	
Group IIb:	Locker, small	1	For each member of staff for personal belongings.
	Stand, umbrella	1	
	Chair, upright, small	1	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£7	Plus £2 10s. for each small locker.

(*r*) DOCTORS' ROOM

As stated in Building Note No. 23 this room is to enable doctors to write up notes and give occasional consultations.

		Quantity	*Notes*
Basic List			
Group I:	Mirror	1	
	Telephone	1	
	Hook, clothes	1	
	Socket outlet, twin	1	
Group IIb:	Desk	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Chair, arm	1	
	Bookcase, or shelf	1	
	Rack, stationery	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. penstand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£60	
Additional List			
Group IIb:	Illuminator, X-ray film	1	
	Cost Guide (additional list)	£20	

(*s*) ROOM(S) FOR RELATIVES OF DANGEROUSLY ILL PATIENTS

		Quantity	*Notes*
Basic List			
Group I:	Mirror	1	
	Shelf	1	
	Hooks, clothes	As reqd.	
	Socket outlet, single	2	
Group IIb:	Divan-settee	1	
	Chair, easy, arm, with footrest	1	
	Chair, upright, small	1	
	Table, occasional	1	
	Locker, clothes	1	
Group III:	General decorative features	As reqd.	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£45	

(*t*) VISITORS' WAITING SPACE

		Quantity	*Notes*
Basic List			
Group I:	G.P.O. telephone socket outlet	1	For use with portable call box unit.
Group IIb:	Chairs (or bench seating)	10	
	Table, occasional	2	
	Stand, hat, coat and umbrella	1	Or hooks.
Group III:	Bin, waste paper	1	
	General decorative features	As reqd.	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£60	

(*u*) VISITORS' LAVATORY ACCOMMODATION

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory, with shelf	1	
	W.C. suite	1	
	Dispenser, soap	1	
	Shelf, small	1	
	Hooks, clothes	As reqd.	
	Fitting, toilet paper	1	
Group IIa:	Mirror	1	
	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, sanitary	1	If required.
	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£3	

(*v*) PARENTS' SITTING ROOM

		Quantity	*Notes*
Basic List			
Group I:	Fire, electric, luminous	1	
	Socket outlet, twin	1	
	Aerial connections, TV and radio	As reqd.	
	Locker fitment	2	For outdoor clothes, shopping bags, etc.
Group IIb:	Chair, upright, small	4	May be stacking type if necessary.
	Chair, semi-easy	2	
	Table, dining, small	1	
	Table, occasional	1	
	Cushion	2	
Group III:	Bin, waste paper	1	
	General decorative features	As reqd.	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£50	

(*w*) MOTHERS' WASHING FACILITIES

		Quantity	*Notes*
Basic List			
For W.C. area			
Group I:	Basin, lavatory, with shelf	1	
	W.C. suite	1	
	Hook, clothes	2	
	Mirror	1	
	Dispenser, soap	1	
	Fitting, toilet paper	1	
	Rail, towel, heated	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Chair, upright, small	1	
	Bin, sanitary	1	If required.
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£5	
Additional List			
Group IIb:	Dispenser, sanitary towel	1	
	Cost Guide (additional list)	£10 10s.	
Basic List			
For Shower area			
Group I:	Shower fitment	1	
	Hook, clothes	2	
	Soap rack or holder	1	
	Fitment, curtain	As reqd.	
Group IIb:	Stool	1	
	Curtain, shower	As reqd.	
	Cost Guide (excluding Group I)	£5	

DEPARTMENTAL ITEMS

Generally, items are shown throughout the lists in the rooms where they will normally be found in the department. In addition, the items set out below relate to the Ward Unit as a whole, listed under (*a*) Linen, (*b*) General Items and (*c*) Central Sterile Supply Department Items.

The items under (*a*) will probably be supplied from the Central Linen service and the quantities shown (and cost) are intended to give guidance on the requirements of an individual Ward Unit of 20 beds, but the total quantities held in the Central Linen Department will depend on various factors.

The items under (*b*) are also for general guidance.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for a 20-bed Ward Unit has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

	Quantity	*Notes*
Basic List		
(*a*) *Bedding and Linen*		Disposable items may be preferred in some cases.
Group III: Bag, soiled linen	20	
Bib, baby's	48	
Blanket	48	
Blanket, bath	8	
Blanket, coloured	3	
Blanket, cot	40	
Cap, operation	20	
Case, pillow	120	
Counterpane	30	
Counterpane, cot	12	
Cover, air ring	12	
Cover, cot mattress	16	
Cover, hot water bottle	12	
Cover, mattress	20	
Gown, baby's	48	
Gown, barrier, nurses	40	
Gown, dressing, washable	20	
Gown, operation	20	
Jacket, bed	6	
Napkin, baby's	288	
Nightdress, children's	40	
Pyjamas, children's	40 (pairs)	
Sheet	120	
Sheet, cot	96	
Sheet, draw	120	
Sheet, mortuary	5	
Socks, baby's	12	
Towel, bath	40	
Towel, bath, baby's	24	
Towel, hand	60	
Towel, hand, huckaback	40	
Vest, baby's	48	
Cost Guide (excluding Group I)	£700	
(*b*) *General items*		
Group I: Directional signs, door labelling/numbering	As reqd.	
Incinerators for toilets	As reqd.	
Group IIa: Fire-fighting equipment (e.g. hose reels, extinguishers, buckets, etc.)	As reqd.	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb: Stand, infusion	3	
Trolley, dressing	1	
Group III: Air ring, rubber	6	B.S. 1865.
Apparatus, walking, children's	1	
Apron, plastic	3	
Auriscope	1	
Bucket, plastic	6	
Bottle, hot water	6	B.S. 1970
Bowl, fruit	20	For patients' lockers.
Bowl, vomit	10	
Carpet or rugs	As reqd.	
Clipper, hair	1	
Clipper, nail	2	
Comb, dressing	3	
Comb, fine tooth	2	
Cover, pillow, plastic	20	
Cradle, bed	6	B.S. 1970.
Curtaining for partitions, etc.	As reqd.	
Dropper, medicine	2	
Elevator, bed	1	If required.

DEPARTMENTAL ITEMS (continued)

	Quantity	*Notes*
Basic List		
		B.S. 3221.
		For patients' lockers.
		Disposable items may be preferred.
		Additional to allocation of three per bed in ward.
		Consideration is being given to suitable types.
		B.S 2744.
		For patients' lockers.
		For patients' lockers.
Window curtains	As reqd.	NOTE: It has been assumed that piped oxygen and suction will normally be available and that a central reserve of portable suction units, oxygen apparatus, etc., will be held elsewhere in the hospital, convenient for general use.
Cost Guide (excluding Group I)	~~£1,270~~ £570	

HOSPITAL EQUIPMENT NOTE 23

CORRECTION

A. Basic Accommodation, DEPARTMENTAL ITEMS

Page 19

Basic List (b) Cost Guide should read £570 and not £1,270

Ministry of Health,
January, 1965

LONDON: HER MAJESTY'S STATIONERY OFFICE

Additional List

Since for the purposes of the Building Note and Equipment Note it has been assumed that the ward unit will cater for all age groups, it is necessary to have available a reserve of beds and cots to meet variations in the age grouping. If such a reserve is not available from elsewhere within the hospital, the following may be required:

	Quantity	
Bedstead or cot	10	
Table, overbed or tray, cot	10	
Mattress, bed or cot	10	
Cost Guide (additional list)	£28	*For each cot, mattress and cot tray.*
	£52	*For each bed, mattress and overbed table.*

With this reserve, a total of 30 beds or cots has been included, the overall breakdown of which might be of the order of 16–18 beds and 12–14 cots.

Similarly, if the larger " mother-and-child " rooms (p. 4) are to be used for two infants in incubators, and if these are not available from elsewhere within the hospital, the following provision may be required:

	Quantity	
Incubator, baby	2	B.S. 3061.
Cost Guide (additional list)	£270 each	

DEPARTMENTAL ITEMS (continued)

		Notes
Basic List		
(*c*) *Central Sterile Supply Department Items*		
Group III: Airways	B.S. 2927.	The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department.
Apparatus, continuous drainage		
Blades, scalpel	B.S. 2982.	
Bowls, lotion, with lids	B.S. 1823.	
Cannulae		
Catheters, various	B.S. 1695.	
Dishes, kidney	B.S. 1823.	
Forceps, various		
Depressors, tongue		
Funnels, various		
Gags, mouth		
Gallipots	B.S. 1823.	
Holders, clip		
Holders, needle		
Handles, scalpel		
Introducers, catheter, silver		
Jugs		
Masks, B.L.B.		
Masks, oxygen inhalation		
Needles, aneurism		
Measures, graduated		
Probes, silver		
Proctoscopes		
Razors, safety		
Scissors, dressing		
Scissors, stitch		
Sets, cardiac arrest		
Sets, cutting down		
Sets, spinal manometer		
Sets, tracheotomy		
Shears, dressing		
Spectacles, Tudor Edwards		
Spigots		
Syringes, various		
Towels, dressing		
Trays, instrument	B.S. 1823.	
Tubes, various		
Tubes, test	B.S. 3218.	
Tubing, rubber, various bores	B.S. 1882.	
Undines		

B. Additional Accommodation

(*a*) ADMISSION ROOM

As mentioned in Building Note No. 23 this room may also serve as a demonstration room for a mother to be instructed on how to look after her child prior to discharge home, when the necessary equipment may be drawn from the ward.

		Quantity	*Notes*
Basic List			
Group I:	Illuminator, X-ray film	1	
	Dispenser, soap	1	
	Basin, lavatory, with elbow action taps	1	
	Telephone	1	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Desk	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Chair, semi-easy	1	
	Couch, examination	1	
	Steps, couch	1	
	Bin, disposal, for paper towels	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	

B. Additional Accommodation

(*b*) MILK ROOM

For preparation of babies' feeds and associated washing-up where no central milk kitchen exists. Requirements will vary according to needs, but the following is regarded as adequate for serving up to about 6–8 infants in the children's ward. Where planning is such that the milk kitchen is required to serve more (either in one ward or spread over two or more) the quantities will need to be increased accordingly.

		Quantity	*Notes*
Basic List			
Clean section			
Group I:	Tap, drinking water	1	
	Clock, electric	1	
	Worktop	As reqd.	
	Sink with double drainer	1	Elbow action taps.
	Storage, cupboard	As reqd.	
	Boiling ring	1	
	Autoclave, non-pressure type, or boiling steriliser	1	For pasteurisation of milk where terminal sterilisation of milk is carried out.
	Autoclave	1	If required, where no C.S.S.D. exists and where Milton method is not used.
	Sink, scrub up	1	Elbow action taps.
	Sink, porcelain, 15 in. depth with plastic outlets	2	If Milton method is used.
	Socket outlet	As reqd.	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Holder, paper sack	1	
	Machine, mixing	1	
	Refrigerator	1	
	Stool	1	
Group III:	Bowl, mixing, china, 8 in.	1	
	Bottle, baby's, 4 oz.	56	
	Bottle, baby's, 8 oz.	28	
	Brush, nail, and container	1	
	Container, sugar	1	
	Cover, teat	56	
	Crate, bottle	1	For 10 bottles.
	Feeders, Belcroy	4	
	Forceps, Cheatle, (pairs)	2	B.S. 2905.
	Funnel, glass, small	2	For tube feeding.
	Jar, Cheatle forceps	2	
	Measure, 1 pint	6	Stainless steel.
	Measure, graduated	3	
	Opener, tin	1	
	Scales, spring, 2 lb.	1	
	Spatula	2	
	Spoon, table	2	
	Spoon, tea	2	
	Strainer, wire mesh	1	
	Tank, perspex, 6 in. × 8 in.	1	
	Teat, baby's	56	
	Thermometer, food	4	
	Timer, interval	1	
	Tray, small	6	For holding individual feeds.
	Valve, feeding bottle	56	
	Whisk	1	If no mixing machine.
	Cost Guide (excluding Group I)	£90	
Dirty section			
Group I:	Sink with double drainers	1	
	Storage, cupboard	As reqd.	
	Socket outlet	As reqd.	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	1	
	Holder, paper sack	1	
Group III:	Brush, bottle, and holder	6	If no automatic unit.
	Cost Guide (excluding Group I)	£7	
Additional List			
Group IIb:	Brush, rotating, or automatic bottle washer	1	
	Kettle, electric	1	B.S. 3456.
	Cost Guide (additional list)	£65	

(*c*) DIRTY UTILITY ROOM

As mentioned in Building Note No. 23, where some of the single (or double) rooms are planned as a separate group, such as a special unit for babies, a second dirty utility and sluice room may be required to serve these rooms.

Equipment as for main dirty utility room, page 9, or sluice room, page 10.

(*d*) KITCHENETTE

For use by mothers when preparing light meals for themselves. The Group III items in this room may be added to the Ward Pantry basic list (Basic Accommodation, p. 12), where a separate kitchenette is not provided.

		Quantity	*Notes*
Basic List			
Group I:	Grill/boiling unit, two ring	1	
	Storage, cupboard	1	
	Sink	1	Stainless steel.
	Drainer	1	Stainless steel.
	Dispenser, soap	1	
	Socket outlet, twin	2	With indicating lights.
	Tap, drinking water	1	
	Cupboard, drying, or rack	1	For laundry.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Basin, sugar	1	
	Box, cutlery	1	If not included in cupboard unit.
	Condiment set	1	
	Container, tea	1	
	Cup, tea	6	
	Cup, egg	6	
	Dish, butter	1	
	Fork	6	
	Jug, milk, ½ pint	1	
	Kettle, electric, 2 pint	1	B.S. 3456.
	Knife	6	
	Opener, tin	1	
	Plate, dinner	6	
	Plate, sweet	6	
	Plate, tea	6	
	Saucepan, milk, 1 pint	1	
	Saucer	6	
	Sink tidy	1	
	Spoon, dessert	6	
	Spoon, table	2	
	Spoon, tea	6	
	Teapot, 2 pint	1	
	Tray	2	
	Tumbler	6	
	Cost Guide (excluding Group I)	£14	

DEPARTMENTAL COST SUMMARY

(To be read in conjunction with the explanatory notes in Section IV of this Equipment Note and Section IV of Hospital Equipment Note No. 1)

The room cost guide figures for basic equipment (Groups II and III), applied to standard schedules of basic accommodation, suggest a departmental equipment cost of the order of £4,150 for one 20-bedded ward unit.

In this total no account is taken of the following:

(*a*) Items supplied from the Central Sterile Supply Department.

(*b*) Portable oxygen and suction apparatus, etc., which are not necessarily related to a particular ward unit.

(*c*) Equipment required for basic accommodation, additional to the basic list, some guidance on which is given under the appropriate rooms.

(*d*) Equipment required in " additional accommodation ", cost guides for which are shown on the appropriate pages as for basic accommodation.

The departmental cost total shown above thus does not include the reserve provision of beds or cots and the incubators shown under the Additional List on page 19. If because of the circumstances, as outlined on that page, some provision of these additional items is justified, the departmental cost total will be increased accordingly. This could occur, for example, if a single children's ward unit is being provided catering for all age groups and the overall provision of beds, etc., is required to meet varying needs; on the other hand, if more than one unit is being provided the reserves will not need to be on the same scale in every case, particularly if segregation of age groups is envisaged.

An appropriate reduction in the total cost of a second unit should be possible, based on the room cost guides indicated, where, as recommended in the Building Note, the following accommodation serves the ward floor and not just one ward unit:

(*q*) Staff lavatories and cloakrooms.

(*s*) Rooms for relatives.

(*t*) Visitors' waiting space.

(*u*) Visitors' lavatory accommodation.

Ministry of Health:

Scottish Home and Health Department

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